

SECRET

8 FEB 1971

MEMORANDUM FOR: Deputy Director for Support

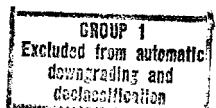
SUBJECT : Office of Personnel Report - Week Ending 5 February 1971

1. Retirement Benefits for Certain Employees: On 31 December 1970 the President signed into law a bill permitting social security-covered service for certain Government employees to be credited for retirement under the Civil Service Retirement System (CSR) and the CIA Retirement and Disability System (CIARDS). The law will directly benefit hundreds of Agency employees (appointed and contract) now under CSR or CIARDS who worked for the Agency as contract employees for any period after 1 January 1955 and who paid social security taxes on their contract employee wages.

Action is well under way to implement that portion of the bill concerning on-board employees. We are proceeding in a programmatic way to identify individuals for whom additional creditable service will be immediately meaningful. Coordination on precisely what needs to be done and how to do it has been accomplished between the responsible elements of the Office of Personnel and the Office of Finance. A Headquarters [REDACTED] on the 25X1A subject has been prepared.

To date, Contract Personnel Division has acted upon approximately 175 cases, most of which fall in three broad categories:

1. CIARDS participants for whom additional service may mean the accumulation of enough creditable time to retire immediately.
2. Staff employees under CSR who appear to have a significant amount of creditable contract service.
3. Contract employees and Career Agents age 55 and over.

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2. Recruitment Activity: PE Division reports that as a result of our advertising for Vietnamese and Cambodian Linguists they already have four on board, two of whom are departing for the field within a week. In addition, there are about ten more in various stages of employment processing.

3. Summer Intern Program: [REDACTED] and two representatives from the Intelligence Directorate interviewed 14 Summer Intern candidates at Johns Hopkins on 4 February 1971. Four of this group were economists and ten were area specialists. Seven of the 14 have been furnished with application forms to complete and return to us as soon as possible.

4. Position Classification: A survey of positions in the Photographic Branch and Composing Branch, Printing Services Division, Office of Logistics, has commenced. Some 74 positions have been reviewed and descriptions are being written. In the Stock Control Division of the Central Depot, 23 positions have been audited and descriptions are being prepared.

5. Blood Donors: On Blood Donor Day, 2 February 1971, 167 pints were received.

6. Employee Activity Association - Store: Valentine candy went on sale Tuesday, 2 February.

/s/Harry B. Fisher

Harry B. Fisher
Director of Personnel

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